**HN1400 – Occupational Health and Safety**

**Winter 2012**

**Course Syllabus (updated Jan 4, 2012)**

**Instructor: Paul Tilley, Room 247, Clarenville Campus**

**466.6948 paul.tilley@cna.nl.ca**

**On FACEBOOK at Paul Tilley’s HRM page**

**COURSE DESCRIPTION:**

This program provides an overview of the Occupational Health and Safety Field and discusses how health and safety relates to an organization’s overall management system. This course will provide students with an overview of the field of Occupational Health and Safety and related provincial and federal legislation.

**PREREQUISITES**: HN1240

**CO-REQUISITES**: None

**CREDIT VALUE**: Three (3)

**TEXT:**

**Management of OHS, Kelloway, 4th edition**

**References**:

* Occupational Health and Safety Act – Province of Newfoundland and Labrador
* Occupational Health and Safety Regulations – Province of Newfoundland and Labrador
* WHMIS Regulations – Newfoundland and Labrador
* Canada Labour Code, Part II
* Worker’s Compensation Act / Regulations

**MAJOR TOPICS:**

1.0 Overview of the Occupational Health and Safety Field

2.0 Legislative Framework

3.0 Workers Compensation

4.0 WHMIS

5.0 Psychosocial Hazards

6.0 Hazard Recognition and Assessment

7.0 Hazard Control

8.0 Accident Investigation

9.0 Managing Health and Safety Programs

10.0 Current Topics in OHS

**GRADING**

* Case/Question Preparation: 2 @ 10% each
* Test 1 @ 15% - Ch 1-3 (M/C and Short Answer Questions)
* Test 2 @ 15% - Ch 4-7 (M/C and Short Answer Questions)
* Research Paper @ 20%
* Final @ 30% - Comprehensive but focus on Ch 8-13 (M/C and Short Answer Questions)

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| **Week** | **Monday** | **Key Events** |
| 0 | Jan 3 | Overview, Expectations and Syllabus Review  Chapter 1 – Intro |
| **1** | Jan 9 | Chapter 2 – Legislation |
| **2** | Jan 16 | Chapter 3 – W. Comp. |
| **3** | Jan 23 | Chapter 3 – W. Comp. |
| **4** | Jan 30 | **Test 1 – Ch 1-3**  Chapter 4 |
| **5** | Feb 6 | Chapter 5 |
| **6** | Feb 13 | Chapter 6 |
| **7** | Feb 20 | Chapter 7 |
| **8** | Feb 27 | **Case/Question Preparation 1 Due** |
| **9** | March 5 |  |
| **10** | March 12 | **Test 2 – Chapter 4-7**  Chapter 8 |
| **11** | March 19 | Chapter 9 |
| **12** | March 26 | Chapter 10 & 11 |
| **13** | April 2 | Chapter 12  **Case/Question Preparation 2 Due** |
| **14** | April 10 | Chapter 13 |
| **15** | April 16 | **Final Exam (Ch 8-13)** |

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| **Research Project (15%)**  **Presentation (5%)** | (Due last week of classes) |
| **Project may be completed in a group of 2** | Occupational Health and safety has emerged as a dominant topic in business today. Legislation and moral obligation have forced businesses to more proactively engage in a process that aims to reduce accident rates to zero. Imagine that you own a consulting firm that has just won contracts by large firms that will be involved in the construction and commissioning(operating) of:   1. A Hospital 2. An oil refinery 3. A Gravity Based Structure   Each of these projects is aiming to be a safe workplace. Your job is to select one of these projects and develop a document and presentation that outlines:   1. The relevant legislation & regulations affecting that project 2. The Hazardous agents & materials that will be involved in the project 3. How these hazardous will be recognized, assessed and managed 4. The appropriate workplace health and safety issues including WHSCC Applicable rates, requirements and procedures. 5. Procedures for Accident prevention and Investigation   Your task will be made easier if you research the OHS concerns surrounding 1) the Construction and 2) the Operation of your selected project.  The written project should include relevant material to address the issues outlined above and be no less than 10 pages in length. (Due last week of classes)  The Presentation should be geared to a Board of Directors and address the issues covered in the outline above. (Presented in the last week of classes) |
| **Case/Question Assignments may be done in a group of 2** | **Assignment Content for submission (NOTE: You will not be permitted to hand in assignments at the end of the coarse. Assignments WILL NOT BE GRADED if they are submitted later than one week past the prescribed due date)** |
| **Case/Question Preparation 1 Due**  (4th edition) | Question 1 - Search the Websites for:  Eastern Health, North Atlantic Refinery and Newfoundland Power – for each of these organizations:   1. What information is contained on their site regarding Health and Safety of employees/stakeholders? 2. Who in each of the organizations administers the safety programs (person or department) 3. What kind of programs are in place?   Question 2 – Exercise # 1 p20 of text  Question 3 – Exercise #1 p48  Question 4 – Case 2 p49  Question 5 - Search the Newfoundland and Labrador Workplace Health and Safety Commission’s website ([www.whscc.nf.ca](http://www.whscc.nf.ca) ) for a statement of their insurance rates for employers.   1. If you were College of the North Atlantic with 1500 employees, calculate the annual insurance bill for the College? 2. If you were North Atlantic Petroleum with 700 employees working at their Oil Refinery, calculate the annual insurance bill for NAP?   Question 6 – Exercise # 2 p74 of text  Question 7 – Exercise #1 p101 |
| **Case/Question Preparation 2** | Question 1 – Google to find reports of the H1N1 outbreak in Newfoundland & Labrador / Canada during the Fall of 2009. What procedures did workplaces such as schools and hospitals put in place to minimize exposure & reaction to this hazard?  Question 2 – It has been 25 years since a devastating gas leak in Bhopal India killed over 200 people. Google  "Bhopal Tragedy" to learn more about the disaster. What steps would you take to ensure such a disaster is never repeated?  Question 3 – Exercise # 3 p164  Question 4 – Discussion Question # 2 p193  Question 5 – The four factors discussed in chapter 7 (ergonomic, human, situational and environmental ) do not happen in isolation – rather they may interact to result in accidents of injury or avoidance of an injury. Consider the case of OPEARTION BABYLIFT during the dying days of the Vietnam war ( Google OPEARTION BABY LIFT & View OPEARTION BABYLIFT at http://watch.discoverychannel.ca/mayday (select season 7)  Discuss how each of these 4 factors combined to cause and to mitigate the damage caused by the crash of the C5 Galaxy transport involved in Operation Babylift.  Question 6 – Exercise #4 p296  Question 7 – Go to the Fire and Emergency Services Website for NL (http://www.gov.nl.ca/fes/) Review the MUNICIPAL PLANNING GUIDE for emergency preparedness. What features do you feel need to be improved? Added? Deleted? |